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DEPARTMENT OF VETERANS AFFAIRS
Dept. of Veterans Affairs, RSSO
Townsites Plaza 2
120 S.E. 6th Ave, Suite 102
Topeka, KS 66603

Dr. Charles Andrus
150 Emerald Green Ct.
St. Louis, MO 63141
(314) 809-9634

Dear Dr. Andrus:

I wanted to reach out to you and provide a status update on your retirement of 11/3/2022. Your final retirement application passed the 2nd level review check, and our office sent your retirement application to Defense Financial Accounting Services (DFAS) via UPS tracking #1ZA5299A1397126899. DFAS will close out your payroll record, attach your retirement and pay history records, and forward your application to the Office of Personnel Management (OPM).

Included is your final retirement packet just as I sent it to DFAS/OPM. Please retain the retirement packet for your records.

Generally, DFAS will forward your retirement paperwork to OPM the pay period following the one in which you retire. OPM normally issues monthly interim retirement checks for approximately 80% of your net monthly annuity within approximately six to eight weeks of their receipt of your retirement application. Interim monthly annuity payments will continue until OPM has finalized your retirement application and completed their final processing of your monthly annuity.

You should receive a lump-sum payment from the VA for any unused annual leave on your last regular paycheck. TSP will be notified of your retirement approximately 30-45 days after your retirement date. In addition, after speaking with leadership, it was determined to return the documents you have mailed in as they are not pertinent to your salary discrepancy or the retirement.

It has been my pleasure assisting you through this process. Congratulations once again and I wish you a very blessed and Happy Retirement!

Sincerely,

A handwritten signature in cursive script, reading "Dara M. Fairfield", is located below the "Sincerely," text.

Dara M. Fairfield



Congratulations on your retirement! We have processed your retirement application. The attached documents are for your personal file and should be retained as part of your retirement records. Following your retirement date, our office will not receive copies of your retirement information. When you receive information and forms from the Office of Personnel Management (OPM), please keep those with your personal files for future reference.

We have forwarded your application package to the payroll office at the Defense Finance and Accounting Service (DFAS). DFAS will send your final payroll information and retirement package to OPM for adjudication.

Annual Leave Lump Sum Payment: If you have annual leave remaining on the date of your retirement, you can normally expect a lump sum payment for that leave on your last paycheck (arriving the Friday after the end the pay period).

First Retirement Check: OPM will issue your first interim payment approximately six to eight weeks after receiving your paperwork. Successive interim payments will be received on the first of each month and are a portion of the amount you can expect to receive monthly. When OPM completes the adjudication of your retirement, you will receive a letter explaining your exact monthly annuity amount and your deductions (e.g., health and/or life insurance, taxes, etc., as applicable). While you will not receive a monthly statement, you can expect notification from OPM if the amount of your monthly payment changes for any reason.

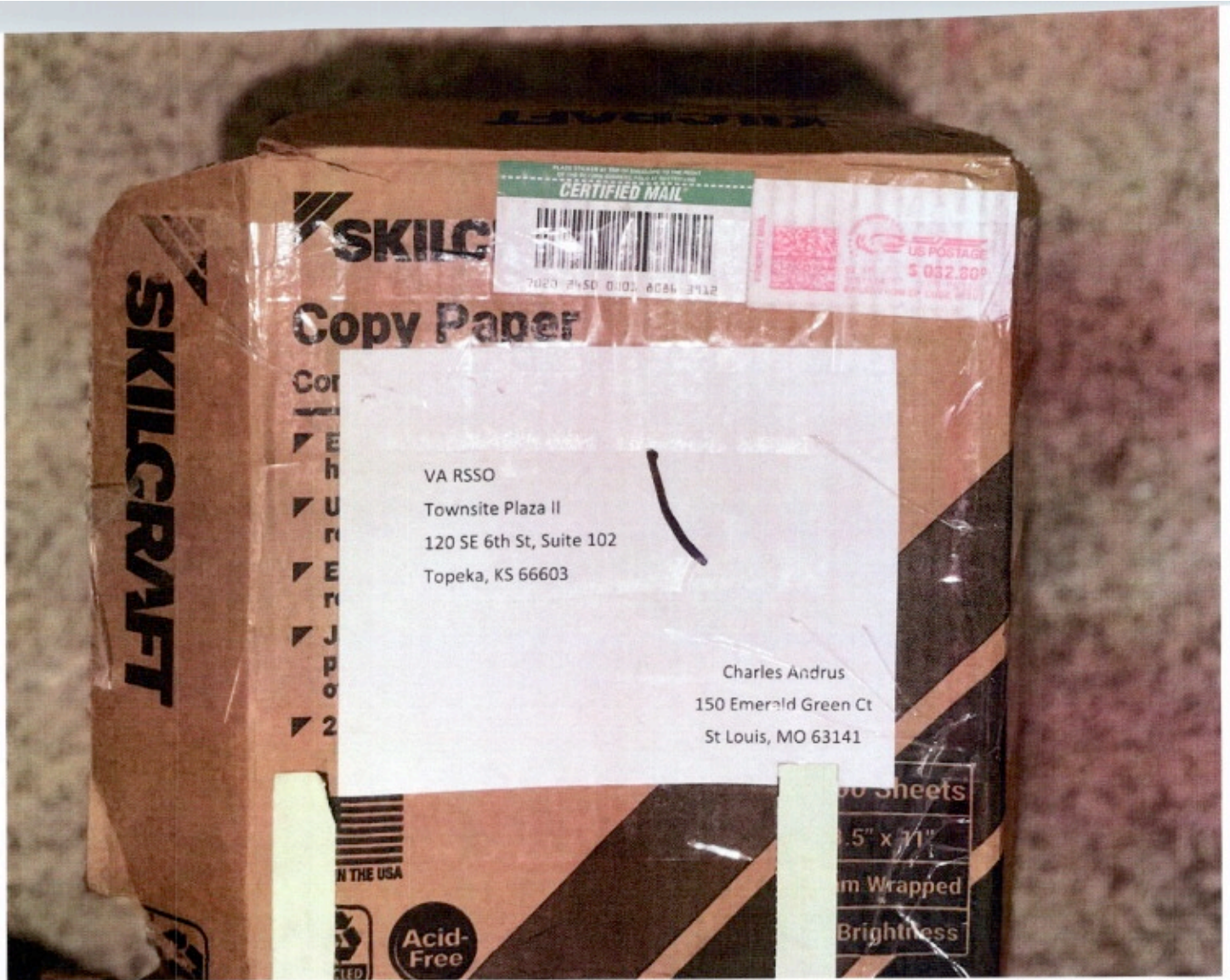
Corresponding with OPM: Once OPM finalizes your retirement application, they will send you an assigned Civil Service Annuity (CSA) number to reference when you contact OPM. You will also receive a personal identification number (PIN) which will allow you to make changes online at <https://www.servicesonline.opm.gov>. After your retirement, please contact OPM to make any updates (e.g., change of address, tax withholding, direct deposit changes).

Health Benefits: If you are eligible for health benefits after retirement, your current coverage will continue and deductions will be made from your monthly annuity check. You will be eligible to make changes to your coverage during Federal Benefits Open Season (Monday of the second full workweek in November through the Monday of the second full workweek in December). OPM will provide you with information and instructions.

Life Insurance: If you were eligible to continue life insurance into retirement, your election has been sent to OPM with your retirement package. Please contact OPM to make changes to your life insurance coverage.

Thrift Savings Plan (TSP): DFAS will notify TSP about your separation, usually about 30 days after your retirement has been processed. Before making decisions regarding your TSP account, you should carefully review the enclosed TSP information. The TSP Website (www.tsp.gov) contains valuable information including calculators and necessary forms. You must be separated from federal service for 31 or more days to be eligible for a post-employment withdrawal. It is important to keep TSP informed of any address changes after retirement by using Form TSP-9, Change in Address for Separated Participants. Send TSP forms to the address on the form; do not send TSP forms to the RSSO.

Going forward, OPM is your first point of contact for questions regarding your retirement or to make changes to your retirement records. OPM's number is 1-888-767-6738; it is answered from 7:40 a.m. to 5:00 p.m. (ET). OPM's website at www.opm.gov/retire provides additional information regarding your retirement benefits.



USPS Certified Mail 7020 2450 0001 8086 3912